

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON THURSDAY, JANUARY 24, 2008, IN THE MEN'S LOUNGE OF THE CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.

A **REGULAR** meeting of the Planning Commission of the Town of Clarkdale was held on Thursday, January 24, 2008, at 6:00 p.m., in the Men's Lounge of the Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

Planning Commission:

Chairperson	Amy Bayless	Present
Vice Chairperson	Dave Puzas	Present
Commissioners	Jorge Olguin	Present
	Sarah Vinson	Present
	Bill Regner	Present

Staff:

Community Development Director	Sherry Bailey
Administrative Assistant	Vicki McReynolds
GIS Technician/Planner	Guss Espolt

AGENDA ITEM: CALL TO ORDER: The Chairperson called the meeting to order at 6:00 p.m.

AGENDA ITEM: ROLL CALL: The Administrative Assistant called roll.

AGENDA ITEM: MINUTES: Consideration of the **Regular** Meeting Minutes of November 15, 2007, Special Meeting Minutes of December 6, 2007, Cancelled Meeting Minutes of December 27, 2007 and Special Meeting Minutes of January 3, 2008. Commissioner Olguin motioned to approve the Regular Minutes of November 15, 2007. Commissioner Regner seconded the motion. The motion passed unanimously. Commissioner Olguin motioned to approve the Special Meeting Minutes of December 6, 2007. Commissioner Regner seconded the motion. The motion passed unanimously. Vice Chairperson Puzas motioned to approve the Cancelled Minutes of December 27, 2007. Commissioner Regner seconded the motion. The motion passed unanimously. Vice Chairperson Puzas motioned to approve the Special Meeting Minutes of January 3, 2008. Commissioner Olguin seconded the motion. The motion passed unanimously.

AGENDA ITEM: REPORTS:

Chairperson's Report: None.

Staff Report: The Community Development Director had attended the Council's Yearly Strategic Planning Session. The Council Members each identified their vision and actions to "link" the vision to the year 2020, regarding "where" the Town of Clarkdale is headed. All the Council Members visions seemed to mesh together towards common goals. There will be joint meetings with the Boards & Commissions and the Council to be scheduled in the near

future to discuss the short term/long term visions. The following are some of the areas that the Council would like to move forward on.

- Start the process for the General Plan
- Discussion needs to occur re: Phelps Dodge Property
- Annexation of the 450 acres/Clarkdale Minerals
- Annexation of the Verde Exploration property between Clarkdale & Jerome
- Form Based Codes (Council to possibly attend every 2-3 months the Planning Commission Worksessions)
- Master Plan
- A June 30th Meeting w/City of the Cottonwood and the Town of Clarkdale: open discussion/water management
- Extension of roads, i.e., Centerville Road, etc.
- Founding of Clarkdale to be celebrated

AGENDA ITEM: PUBLIC COMMENT: None.

NEW BUSINESS

AGENDA ITEM: DISCUSSION: On the Proposed Arizona Smart Growth Scorecard (Draft). The draft, *Arizona Smart Growth Scorecard* is prepared by the Growth Cabinet Scorecard Subcommittee. This smart growth scorecard is designed to strengthen the ability of local officials to plan for future growth and development, and to adopt comprehensive strategies that address growth-related pressures for specific communities and counties. Communities growing smarter will, when the program is fully implemented in 2009, receive incentives from various state discretionary funding sources. Those communities transitioning to smart growth planning will be eligible for technical assistance by the Arizona Department of Commerce Office of Smart Growth (formerly Community Planning Office) and the Smart Growth Interagency Committee, comprised of representatives from the 15 Growth Cabinet agencies, to aid in implementing smart growth principles.

DISCUSSION: How did Clarkdale do overall looking at the draft scorecard?

Following were areas highlighted by the Commissioners:

- Most areas we do really well and a few do fall short
- Sustainability wasn't addressed
- How is the "scorecard" measured/credibility? (Documentation needs to support what is submitted)
- Within each community, their respective Town Council will probably fill out the scorecards
- Possibly groups of a "lower" title level could fill out the cards and then pass to Council
- The process of the scorecards could be approached as a self-assessment
- What is the actual "incentive" to complete the scorecard?
- A Regional approach should be looked at in this evaluation process: example: affordable housing.

The Community Development Director will compile all the input from the Commissioners, email it to them, then to be reviewed at the next Planning Commission Worksession on February 7th. From that point the comments will be passed on for the joint meeting with Town Council for open dialogue regarding the Commissioner's input.

AGENDA ITEM: WORKSESSION: On Proposed Changes to Zoning Code Section 11 - Site Plan Review.

Staff Report:

Project Description: Discussion on revisions to the Site Plan Review section of the Zoning Code dealing with public notice requirements and including public projects as requiring site plan and design review.

Summary: The proposed changes to the code would require notification of the public hearing in the official publication, posting on the site and sending out meeting notification letters to property owners within 200 feet. The second change would include public facilities and projects in the listing of required site plan review and design review projects.

Staff Analysis: Much discussion has occurred over the past few months dealing with the need to make sure that public projects come under the same scrutiny and requirements as other projects. Concern for making sure that these projects and all projects provide for public input led staff to include a public notification procedure addition to the code. As the zoning code gets revised, and the town moves toward providing for more public input, the need to make changes in this section of the code became apparent.

Staff Recommendation:

Staff is asking direction from the Planning Commission on the proposed changes to the code and before bringing the code changes back for a public hearing and public input.

Following are the areas in italics noting change(s) and/or additions:

Section 11-1 Purpose and Applicability of Design Review

A. This ordinance shall apply to all *public buildings and facilities*, new buildings and redevelopment as defined in this ordinance or the Town of Clarkdale Zoning Ordinance, except single family dwellings and accessory uses that are not a part of a developer-controlled subdivision. Structures (other than buildings), signs, landscaping, parking areas, *public facilities* and enclosures will be reviewed by the Design Review Board if a part of new building development or building redevelopment.

Section 11-9 Purpose and Applicability for Site Plan Review

A. A person who has right, title, or interest in a parcel of land must obtain SPR approval prior to commencing any of the following activities on the parcel:

7. *Any new or modified public structure or facility.*

Section 11-11 Site Plan Application Submission and Review Procedures

B. 4. (Addition) *Staff shall post two signs at the site for the purpose of notifying the public with the date and time of the public meeting, the site of the meeting and the requested action before the Design Review Board. A Public Notice shall be placed in the official Publication not less than 15 days prior to the public hearing and notice shall be sent to all of the property owners within 200 feet of the property scheduled for site plan review consideration.*

The Commissioners suggested the definition of Public “Buildings” and “Facilities” be better defined. The 15 days notification should be across the board for notification for property owners, official publication and at the site.

The Community Development Director made a note of the Commissioners suggestions.

AGENDA ITEM: FUTURE AGENDA ITEMS:

- March (Regular Meeting)-possibly the property across from the school- A Minor Subdivision.
- Continuation of Form Based Codes Worksessions-(first Thursday of each month)

AGENDA ITEM: ADJOURNMENT: Commissioner Vinson motioned to adjourn the meeting. Commissioner Regner seconded the motion. The motion passed unanimously. The meeting adjourned at 7:25 p.m.

APPROVED BY:

SUBMITTED BY:

Amy Bayless
Chairperson

Vicki McReynolds
Administrative Assistant